



## Milestone Plan Process Improvement

### Milestone Plan Process Improvement Background

In response to our community's concern over the milestone plan (MP) process within the system, the STRIPES Project Office initiated an in-depth evaluation of the required steps and issues surrounding this process.

We concluded that the MP process could be improved for most users by tuning the system configuration.

With the approval of both the STRIPES Executive Steering Committee and the STRIPES Project Office, we launched the MP Process Improvement Initiative. After many meetings with members of the STRIPES Team and Working Group, we are ready to "go-live" with this initiative.

On October 1<sup>st</sup>, 2012 the new MP process will be implemented for use by most field offices.

### Summary of Milestone Plan Process Improvement Changes

- **Milestone Plan (MP) requirement removed.** The MP document no longer needs to be created and linked to a requisition or award. Now, when the "Validations" button is clicked, the MP error message will not appear. We have re-configured the system to ignore this requirement.
- **Four new fields added to award documents.** Four fields have been added to all award documents (except P-Card Orders). These required fields are located on the Main | Additional page of all awards including modifications. The following table describes the new fields:

New Field	Description	Comments
<b>PALT Type</b>	This field captures the type of action the new award or modification is going through. It includes a selection list of all the Policy approved action types.	Required field. Only one value can be selected and it must be on the list.
<b>PALT Start/Req Accepted Date</b>	The purpose of this field is to capture the date that the specialist starts the "PALT clock" running.	Required field. The standard STRIPES date format must be used.
<b>PALT Days Delayed</b>	This field will be used if the "PALT clock" needs to be delayed. When appropriate, enter the number of days the PALT should be delayed. Only numeric characters are valid.	Required field. The default value is zero "0" for new awards.
<b>Reason for PALT Delay</b>	This field should be used when the "PALT clock" needs to be delayed. When appropriate, choose one of the approved reasons from the selection list provided.	Required field. The default selection is "No Delay" for new awards.

**\*Please note that the values that are entered/selected in these fields will carry forward to future modifications; as a result, each modification should be updated with new values if appropriate.**

Number of Items: 0 Total Amount: \$0.00

Additional Information

Facilities Management Contract:

Technical Deliverable:

Opportunities and Preferences:

PALT Type: 8A COMP 150K- 25M WD  Competed Action 150K-25M (8a) w/ Discussions

PALT Start/Req Accepted Date: 09/19/2012

PALT Days Delayed: 0

Reason for PALT Delay: NO DELAY  No Delay

**New PALT Fields**

Figure: Sample New PALT fields on Main | Additional Info page of award documents